

PROFESSIONAL EMPLOYEES AGREEMENT

between

LOWER CAPE MAY REGIONAL
BOARD OF EDUCATION

and

LOWER CAPE MAY REGIONAL
EDUCATION ASSOCIATION

for the school years
1986 - 1989

X July 1, 1986 - June 30, 1989

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Lower Cape May Regional School District

Board of Education

and

Lower Cape May Regional Education Association

X July 1, 1986 - June 30, 1989

PREAMBLE

This Agreement, entered into this First day of July, 1986, by and between the Board of Education of the Lower Cape May Regional School District, Cape May, New Jersey, hereinafter called the "Board", and the Lower Cape May Regional Education Association, hereinafter called the "Association".

Whereas, the parties have reached certain understandings which they desire to confirm in this Agreement;

In consideration of the following mutual covenants, it is hereby agreed as follows.

ARTICLE I

RECOGNITION

A. The Board hereby recognizes the Association as the exclusive and sole representatives for collective negotiation concerning the terms and conditions of employment for certificated personnel whether under contract, on leave, on per diem basis, employed or to be employed by the Board as follows:

Classroom teachers, Nurses, Media
Specialists, Reading Teachers,
Co-Curricular Sponsors, Guidance
Personnel, Department Chairmen, and
Child Study Team Members, and except
Substitute Teachers.

B. Unless otherwise indicated, the term "teachers" when used hereinafter in this Agreement shall refer to all professional employees represented by the Association in the negotiating unit as above defined, and references to male teachers shall include female teachers.

ARTICLE II

NEGOTIATION PROCEDURE

A. The parties agree to enter into collective negotiations over a successor Agreement in accordance with Chapter 303, Public Laws of 1968, as amended by Chapter 123 Public Laws of 1974, in a good faith effort to reach agreement on all matters concerning the terms and conditions of teachers' employment. Any agreement so negotiated will be reduced to writing and will be subject to ratification by the Board and the Association.

B. During negotiations, the Board and the Association shall present relevant data, exchange points of view, and make proposals and counterproposals.

C. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall be clothed with all necessary power and authority to make proposals, consider proposals, and make counterproposals in the course of negotiations.

D. Should a mutually acceptable amendment to this Agreement be negotiated by the parties, it shall be reduced to writing, be signed by the Board and the Association, and be ratified and signed by the Board and the Association.

E. Except as this Agreement shall hereinafter otherwise provide, all terms and conditions of employment applicable on the effective date of this Agreement to employees covered by this Agreement as established by the rules, regulations and/or policies of the Board in force on said date, shall continue to be so applicable during the term of this Agreement.

F. The Board agrees not to negotiate concerning said employees in the negotiating unit as defined in ARTICLE I of the Agreement with any organization other than the Association for the duration of this Agreement.

G. In accordance with Chapter 123 P.L. 1974, proposed new rules or modifications of rules changing the terms and conditions of employment shall be negotiated with the Association.

H. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties.

ARTICLE III

GRIEVANCE PROEDURE

A. Purpose

It is the policy of the Board and the Association that all grievance be resolved informally or at the earliest possible state of this grievance procedure. However, both parties recognize that the procedure must be available without any fear of discrimination because of its use.

B. Definitions

1. A "grievance" is any alleged violation of this Agreement (or any dispute with respect to all matters concerning the terms and conditions of teachers' employment).

2. An "aggrieved party" can be a teacher, the Association, or the Board.

3. Level One - Principal of the school in which the alleged grievance occurred.

4. Level Two - Superintendent.

5. Level Three - Board of Education.

6. Level Four - Binding Arbitration.

C. Submission of Grievances

1. Each grievance shall be submitted by the aggrieved party in writing on the form identified in Schedule E and shall contain those specifics which are required by the referenced form.

2. A grievance shall be deemed waived unless submitted within twenty-one (21) calendar days after the occurrence of the grievance or after twenty-one (21) days after the aggrieved party has reasonable cause to have notice thereof.

D. Grievance Procedures

1. The aggrieved party shall first submit the grievance in writing to the appropriate Level One representative. The appropriate Level One representative shall have ten (10) calendar days from the date of submission to render a decision. If the aggrieved party is not satisfied with the disposition of the grievance or if no decision has been rendered within ten (10) days, the aggrieved party may, within six (6) calendar days after the decision has been rendered or sixteen (16) calendar days after the grievance was submitted if no decision is rendered, move the grievance to Level Two.

2. Level Two - The aggrieved party shall submit the grievance in writing on the appropriate form contained herein to the appropriate Level Two representative. Said Level Two representative shall have ten (10) calendar days in which to render a decision. If the aggrieved party is not satisfied with the disposition of the grievance or if no decision has been rendered within ten (10) days, the aggrieved party may, within six (6) calendar days after the decision has been rendered or sixteen (16) calendar days after the grievance was submitted to Level Two if no decision is rendered, move the grievance in writing to Level Three.

3. Level Three - The aggrieved party shall submit the grievance in writing on the appropriate form contained herein to the Board of Education via the Board of Education Secretary. The Board of Education shall have thirty-five (35) calendar days in which to render a decision. The Board of Education may grant a hearing of the grievance if requested by the aggrieved party. If the aggrieved party is not satisfied with the disposition of the grievance or if no decision has been rendered within thirty-five (35) calendar days, the aggrieved party may, within six (6) calendar days after the decision has been rendered or forty-one (41) calendar days after the grievance was submitted to Level Three if no decision is rendered, move the grievance to Level Four; and the aggrieved party shall notify in writing the Board of Education Secretary that the grievance is being moved to Level Four.

4. Level Four - If the aggrieved party and the Association are dissatisfied with the disposition of the grievance at Level Three, the Association may, within ten (10) calendar days of the Level Three decision or forty-five (45) calendar days after submission to Level Three, submit appropriate petition for submission to arbitration to the American Arbitration Association and deliver copy of said petition to the Board Secretary.

a. A request for the names of seven (7) arbitrators shall be made, and upon receipt of the names of the proposed arbitrators, a designee of the Board of Education and of the Association shall strike names from the list in accordance with the rules and regulations of the American Arbitration Association in the selection of an arbitrator.

b. The arbitrator's decision will be in writing and will set forth his findings, reasonings and conclusions on the issues submitted. The decision of the arbitrator shall be final and binding on both parties; however, the arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of or adds to or detracts from the provisions of this Agreement.

E. Miscellaneous

1. Any aggrieved party may be represented at all stages of the grievance procedure by himself and a maximum of five (5) representatives in accordance with the provisions of Chapter 303, Public Laws of 1968 as amended by Chapter 123 Public Laws of 1974.

2. All grievance procedure determinations shall be written, signed by the appropriate level authority and shall be attached to the grievance form.

3. All parties must indicate in writing on the form provided the fact that the grievance has been resolved..

4. Aggrieved parties who have filed a grievance under this Agreement shall continue to work in accordance with the direction of the Superintendent, Principal, or other supervisory personnel until such time as said grievance is finally determined.

5. All documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

6. The time limits specified at any given level of the grievance procedure may be extended by mutual agreement. Such extension shall be specified in writing and attached to the grievance form.

7. The fees and expenses of the arbitrator shall be borne equally by the Board and the Association. All other costs related to arbitration will be borne by the party incurring same.

8. If a grievance affects a group or class of teachers, or if entering the grievance at Level One would be moot, the Association may enter the grievance at either Level Two or Level Three of the grievance procedure. Level One and/or Level Two representatives shall be notified in writing of the grievance at the time the grievance is submitted to Level Three.

9. Under ARTICLE XIV, LEAVES OF ABSENCE, Section B-5, the decision of the Superintendent shall be final and no grievance may be filed against that decision.

ARTICLE IV

TEACHER RIGHTS

A. Pursuant to Chapter 303, Public Laws of 1968, as amended by Chapter 123 Public Laws of 1974, the Board hereby agrees that every employee of the Board shall have the right freely to organize, join and support the Association and its affiliates for the purpose of engaging in collective negotiations and other concerted activities for mutual aid and protection. As a duly selected body exercising governmental power under color of law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any teacher in the enjoyment of any rights conferred by Chapter 303, Public Laws of 1968, as amended by Chapter 123, Public Laws of 1974, or other laws of New Jersey or the Constitutions of New Jersey and of the United States; that it shall not discriminate against any teacher with respect to hours, wages, or any terms or conditions of employment by reason of membership in the Association and its affiliates, participation in any activities of the Association and its affiliates, collective negotiations with the Board, or institution of any grievance, complaint or proceeding under this Agreement or otherwise with respect to any terms or conditions of employment.

B. Nothing contained herein shall be construed to deny or restrict to any teacher such rights as he may have under New Jersey School Laws or other applicable laws and regulations. The rights granted to teachers hereunder shall be deemed to be in addition to those provided elsewhere.

C. No teacher shall be disciplined, reduced in rank or compensation without just cause. Any such action asserted by the Board, or any agent or representative thereof, shall be subject to the grievance procedure herein set forth.

D. Whenever any teacher is required to appear before the Board or any authorized committee or representative of the Board concerning any matter which adversely affects the continuation of that teacher in his office, position or employment or the salary or any increments pertaining thereto, then he shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise him and represent him during such meeting or interview.

E. Any suspension of a teacher pending charges may be with pay within the discretion of the Board as limited by law.

F. Teachers shall not use their institutional privileges for private gain at the expense of the students.

G. Teachers should refrain from unprofessional criticism of their colleagues and supervisors and should abide by the accepted code of ethics of the Education profession.

H. Nothing in this Agreement shall be construed to alter the obligation and duties of persons in public employment under ARTICLE I, paragraph 19, of the Constitution of the State of New Jersey as the same has been interpreted by the Courts of this state.

ARTICLE V
MANAGEMENT RIGHTS

A. The Lower Cape May Regional Board of Education, on its own behalf and on behalf of the electors of the said Board, hereby retains and reserves unto itself without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of New Jersey, and of the United States, including the rights:

1. To exercise executive management and administrative control of the school system and its properties, facilities, and the activities of its employees who are in the performance of their teaching duties for the good of the school and the pupils;
2. To hire all employees and subject to the provisions of law to determine their qualifications, or their dismissal or demotion; and to promote and transfer all such employees;
3. To establish grades and courses of instruction, including special programs, and to provide for athletic, recreational and social events for students;
4. To decide upon the means and methods of instruction, and the selection of textbooks and other teaching materials, and the use of teaching aids;
5. To determine class schedules, the hours of instruction, and the duties, responsibilities, and assignments of teachers and other employees with respect thereto, and extra-curricular activities.

B. The exercise of the foregoing powers, rights, authority, duties and responsibilities by the Board, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Agreement and the Constitution and Laws of the State of New Jersey, and the Constitution and laws of the United States.

C. Nothing contained herein shall be considered to deny or restrict the Board of its rights, responsibilities, and authority under the New Jersey School Laws or any other national, state, county, district, or local laws or regulations as they pertain to education.

ARTICLE VI

ASSOCIATION RIGHTS AND PRIVILEGES

A. Whenever any representative of the Association or any teacher is mutually scheduled by the Board and the Association to participate during working hours in negotiations, grievance proceedings, conferences or meetings, he shall suffer no loss in pay.

B. Representatives of the Association, the New Jersey Education Association and the National Education Association shall be permitted to transact official Association business on school property at all reasonable times, provided that this shall not interfere with or interrupt normal school operations. Said representatives shall notify the appropriate building principal (or sign in) upon arrival on the premises during school hours.

C. The Association and its representatives have the right to use school buildings and premises at all reasonable hours for meetings. The Superintendent shall be notified in writing in advance of the time and place of all such meetings and shall initial said notification indicating approval.

D. The Association has the right to use school equipment, including typewriters, mimeographing machines, other duplicating equipment, calculating machines, and all types of audio-visual equipment at reasonable times when such equipment is not otherwise in use. The Association shall pay for the reasonable cost of all materials and supplies incident to such use.

E. All expenses of the Association in the conduct of its business and its organization shall be borne by the Association through its members unless otherwise provided within this Agreement.

F. The Association shall have the right to assist the Administration in the planning of an orientation program for new teachers and shall have the right to have its representatives address the new teachers as part of the orientation program for new teachers. The Association shall indicate the designated teachers who have accepted the responsibility of assisting new teachers during the new teachers' first year of employment.

G. All communications from June 15th to August 31st regarding this Agreement will be directed to the President of the Association by certified return receipt mail. The Association shall assume the cost of the mailings.

H. If any employee represented by the Association does not become a member of the Association during any contract year (July 1 to June 30), he/she shall be required to pay a representation fee which shall be equal in amount to the regular membership dues, initiation fees and assessments charged by the Association to its own members up to the maximum amount allowed by law (which is presently set at 85%).

1. During each membership year, the Association will submit to the Board or its representative a list of those employees who have not become members of the Association for the current year. The Board shall deduct from the salaries of said employees the amount specified above and transmit the amount so deducted to the Association. It is understood that said deduction shall be done in as nearly as possible equal installments.

2. If an employee who is required to pay the representation fee terminates his or her employment with the Board before the full fee has been paid, the Board shall deduct the balance owed from the last paycheck of said employee.

3. The Association will indemnify and hold the Board harmless against any and all claims arising from the Board's conformance with this provision.

ARTICLE VII

SCHOOL CALENDAR AND TEACHER WORK YEAR

A. The in-school work year for teachers employed on a ten (10) month basis shall not exceed 185 days which shall include 180 legal school days (except for new teachers who may be required to attend two (2) additional days of orientation), three (3) days of which shall be designated as snow days or emergency days and shall be eliminated from required attendance if not used for making up any days lost due to snow or other emergencies causing the closing of school.

1. The in-school work year shall include days when pupils are in attendance, orientation days, and any other days on which teacher attendance is required.

2. Teacher attendance shall not be required whenever student attendance is not required due to snow or other emergency conditions.

B. The school calendar, when fixed and adopted by the Board, shall be considered as a part of this Agreement and shall be attached hereto as Schedule B.

1. The Association shall have the opportunity to make recommendations concerning the school calendar for the consideration of the Board and shall do so by having the Association President submit in writing a proposal relating thereto to the Secretary of the Board on or before December 1 of the preceeding year of the school calendar being considered.

ARTICLE VIII

TEACHING HOURS AND TEACHING LOAD

A. As professionals, teachers are expected to devote to their assignments the time necessary to meet their responsibilities.

B. Any teacher who performs homebound instruction will be compensated at \$12.00 per instructional hour.

C. The principals shall be charged with scheduling yearly and daily teaching loads in the junior and senior high schools so that there may be six (6) teaching periods which should not exceed five (5) hours of pupil contact per day. Assignments to a supervised study period shall be considered a teaching period for the purpose of this article.

D. 1. Teachers shall have a daily duty-free lunch period at least equal to the lunch period of the students in their building but not less than twenty-five (25) minutes per day.

2. Teachers may leave the building during lunch period or scheduled duty-free prep period by notifying the office upon leaving and returning.

E. 1. Building-based teachers may be required to remain after the end of the regular workday, without additional compensation, for the purpose of attending faculty or other professional meetings.

2. The notice of an agenda for any meetings shall be given to the teachers involved at least one (1) day prior to the meeting. Teachers shall have the opportunity to suggest items for the agenda.

3. Teachers shall not be assigned to cover classes during their preparation period except in an emergency. An emergency shall be defined as a situation for which there is no reasonable opportunity to make other arrangements.

4. A teacher's total in-school workday shall consist of not more than seven (7) hours per day which shall include a duty-free lunch period and a duty-free prep period. The collective teacher arrival and departure time shall be not less than thirty (30) minutes and not more than forty-five (45) minutes longer than the student day.

F. Teachers shall, in addition to their lunch period, have one period daily for preparation during which they shall not be assigned to any other duties.

G. Teacher participation, as set forth in Schedule C, shall be compensated according to the rate of pay and/or release time in Schedule C. The Board shall have in its sole discretion the option to fill or not to fill any or all of these positions.

Extra-curricular activities other than those set forth in Schedule C shall be carried out without compensation.

H. Teachers shall adequately and daily prepare for instruction and will make such instruction preparation available to designated supervisors or administrators.

I. Teachers shall be punctual in reporting to school, to meetings, and to all of their assignments.

J. The Administration may require a teacher to perform a necessary task, but the teacher shall not be required to perform hazardous tasks detrimental to his/her physical safety

ARTICLE X

TEACHER EMPLOYMENT

- A. Each teacher shall be placed on his/her appropriate step on the salary guide and advance accordingly from year to year.
- B. Teachers with previous teaching experience shall, upon initial employment in the district, receive at least equal credit on the salary guide for all teaching experience and up to four (4) years military experience as required by law. The Board may, in its discretion, grant additional credit to any newly hired teachers.
- C. Teachers will be notified in writing of their contract and salary status for the ensuing year no later than April 30.
- D. Those who fail to fulfill their contractual obligations as the contract has come to mean through prior decisions and history, shall be subject to appropriate action by the Board and/or the Association.
- E. Dismissal procedures of teachers under tenure shall be that as provided by law.
- F. Dismissal procedures of non-tenured teachers shall be that as provided by law.

ARTICLE XI

SALARIES

A. The salaries of all teachers covered by this Agreement are set forth in Schedule "A" which is attached hereto and made a part hereof.

B. 1. Teachers employed on a twelve (12) month basis shall be paid in twenty-four (24) semi-monthly installments.

2. Teachers employed on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments. Pay days shall be the fifteenth and thirtieth of each month.

3. Teachers may individually elect to have a percentage of their monthly salary deducted from their pay. These funds shall be paid to the teacher on the final pay day in June. This must be an annual commitment.

4. When a pay day falls on or during a school or legal holiday, vacation, or weekend, teachers shall receive their pay checks on the last previous working day.

5. Teachers shall receive their final checks on the last working day in June.

C. Longevity shall be paid each teacher upon his reaching each of the following steps in the amounts specified :

<u>1986-87</u>		<u>1987-88</u>	
17	\$ 200	17	\$ 225
18	400	18	450
19	600	19	675
20	800	20	900
21	1000	21	1125
22	1200	22	1350
23	1400	23	1575
24	1600	24	1800
25	1800	25	2025
26	2000	26	2250
27	2200	27	2475
28	2400	28	2700
29	2600	29	2925
30	2800	30	3150

D. Bachelor Plus Classification

1. Effective July 1, 1977, for a teacher to be eligible for a classification over that of a Bachelors Degree or for any teacher to change a salary classification in effect as of June 30, 1977, education credits earned shall be earned subject to terms, conditions, and limitations as follows:

a. Each credit earned must be a graduate credit earned from an accredited institution.

b. Each credit shall be earned in one or more of the areas as follows:

(1). In the subject matter for which the teacher has been retained by the Board;

(2). In the area of education;

(3). In the area of education administration;

(4). In the area of education guidance.

c. The teacher shall receive a minimum C grade for each credit toward the Bachelor Plus classification.

d. No credit shall be earned by the teacher for courses taken outside the areas enumerated in Paragraph 1-b hereinabove without the prior written consent of the Superintendent.

2. All classifications over that of a Bachelors Degree recognized prior to July 1, 1977 shall be continued notwithstanding the fact that such classification does not meet the criteria as set forth hereinabove.

ARTICLE XII

TEACHER ASSIGNMENT

A. 1. All teachers shall be given written notice of their salary schedules, tentative class and/or subject assignments, and room assignments for the forthcoming year at the discretion of the Administrator and no later than ten (10) days before the beginning of school, except in an emergency.

2. The Superintendent shall notify all newly-appointed personnel of their specific positions within that subject area and/or grade level for which the Board has appointed the teacher. The Superintendent shall give notice of assignments to new teachers as soon as practicable.

3. Teachers shall regularly participate in curricular development individually and in committee to provide an on-going education program to serve the needs of the students in the school district.

4. Teachers shall seek supervisory assistance when needed and accept supervision as provided by the school system.

B. The requirements as set forth in Article VIII, Paragraphs E-1 and J shall be limited to that which is reasonable and necessary for the full, complete and effective implementation and performance by the teacher of the teacher's duties as required herein, by Board policy and practice, and as is or may be required by the State of New Jersey and Constitution of the United States.

ARTICLE XIII

TEACHER EVALUATION

A. 1. All evaluation of the work performance of a teacher will be conducted openly and with full knowledge of the teacher.

2. Subsequent to an evaluation, the teacher will have an evaluation conference with the evaluator. Within one (1) week of said evaluation, an evaluation report shall be prepared and presented to the teacher. At such time, the teacher shall have an opportunity to conference the report with the evaluator. No such evaluation shall be placed in the teacher's file or otherwise acted upon without prior conference with the teacher.

B. 1. A teacher shall have the right, upon request, to review his personnel file at least once a year and to receive one copy at Board expense of any material contained therein in the event of a Board's hearing or dispute; otherwise a copy shall be at the teacher's expense. A teacher may be entitled to have a representative of the Association accompany him during such interview. A teacher shall have the right to indicate those materials which he believes to be obsolete or otherwise inappropriate to retain. Said materials shall be reviewed by the Superintendent or his designee and if, in fact, they are obsolete or otherwise inappropriate to retain, they shall be destroyed. The Superintendent or his designee shall make the final decision.

2. No material derogatory to a teacher's conduct, service, character or personality shall be placed in his personnel file unless the teacher has an opportunity to review the material. The teacher shall acknowledge that he has had the opportunity to review such material by affixing his signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The teacher shall also have the right within thirty (30) calendar days of the receipt of such material to submit a written answer to such material and his answer shall be reviewed by the Superintendent or his designee and attached to the file copy. The Superintendent or a member of his staff shall acknowledge receipt of said answer by initialing, dating and returning to the teacher a duplicate of said answer, which duplicate shall be supplied by the teacher.

3. The Board will not establish any personnel file which is not available for the teacher's inspection.

4. Effective July 1, 1979, each teacher shall be afforded the opportunity to sign each correspondence prior to its inclusion in his/her personnel file.

5. The Board agrees to protect the confidentiality of personal references, academic credentials and other similar documents.

C. 1. Prior to any evaluation report, the immediate supervisor of a non-tenure teacher shall have had appropriate communication, including but not limited to all steps in Section 2 below, with said teacher regarding his performance as a teacher.

2. Supervisory reports shall be presented to non-supervisory personnel by the Principal or counterpart supervisor periodically in accordance with the following procedures:

a. Such reports shall be issued in the name of the appropriate supervisor based upon a compilation of reports or observations, and of discussions with any or all supervisory personnel who come in contact with the teacher in a supervisory capacity.

b. Such reports shall be addressed to the teacher.

c. Such reports shall be written in narrative form and shall include, when pertinent:

(1) Strengths of the teacher as evidenced during the period since the previous report;

(2) Weaknesses of the teacher as evidenced during the period since the previous report;

(3) Specific suggestions as to measures which the teacher might take to improve his performance in each of the areas wherein weaknesses have been indicated.

d. Such supervisory reports are to be provided for non-tenure teachers at least three (3) times each year.

e. Tenure teachers shall be evaluated no less frequently than once each school year.

D. Final evaluation of a teacher upon termination of his employment shall be conducted prior to severance.

E. Work Load Consideration. During evaluation of a teacher, the evaluator shall take into consideration the work load of the teacher being evaluated. Said work load shall be consistent with the available equipment, supplies and facilities.

ARTICLE XIV

LEAVES OF ABSENCE

A. Sick Leave As of September 1, all teachers shall be entitled to ten (10) sick leave days for each school year as of the first official day of said school year regardless of whether they report for duty on that day. Unused sick leave days shall be accumulated from year to year with no maximum limit. After three (3) consecutive days of absence due to illness, a doctor's written certification shall be submitted.

B. Other Leaves

1. Personal Leave First year of service - one personal day; second year of service - two personal days; three or more years of service - three personal days.

The number of personal days becomes effective July 1, 1986 for all newly employed staff. Present staff would continue to be granted three personal days.

Personal leave days are to be utilized only for personal business, or legal or family matters that cannot be conducted outside the normal work day. Personal leave shall not be used for recreation, entertainment, other employment, or for matters which can be scheduled outside of school hours. At the end of the school year, unused personal days will be converted to sick days and added to the allotment in A above. Application to the teacher's principal or other immediate supervisor for personal leave shall be made at least two days before taking such leave. In the event of an emergency which precludes the provision of two days written notice, said notice shall be provided at the earliest possible time.

2. No use of a personal day or days shall immediately precede or immediately follow a holiday or vacation period except in an emergency or in the case of a religious holiday on which the tenets of a person's religion require abstinence from work.

3. Time necessary for appearance in any legal proceeding connected with the teacher's employment or with the school system will not result in the loss of pay or personal leave days.

4. In cases where the teacher is quarantined by an appropriate governmental agency, no loss of pay or personal leave days shall result.

5. No more than 5% of the staff may receive the same day off for personal leave. In cases where the last person(s) making the request have reached the 5% limitation, seniority within the system will be used to determine who will be granted the leave. In the event the 5% limitation is reached and someone requests an emergency personal day, the specific reason for such leave must be stated. The Superintendent has the discretion in those cases to approve or disapprove the leave requests. The superintendent's decision will be binding and not grievable under ARTICLE III of the Board/Association agreement.

6. Critical illness, defined as hospitalization with critical or serious condition or life threatening situation, or death in the immediate family, such as spouse, children, mother, father, sister, brother, grandfather, grandmother, grandson, granddaughter, and in-laws shall constitute an excused absence up to five (5) days per occurrence. Such absence shall not result in the loss of personal days. Teachers may request one (1) day of leave for the death of a close friend, which is subject to denial by the Superintendent in accordance with the needs of the school system.

7. Other leaves subject to terms may be granted by and in the sole discretion of the Board.

C. Sabbatical Leaves Two (2) sabbatical leaves of absence for any school year may be granted by and in sole discretion of the Board of Education to any professional employee upon written request for the purpose of study, or travel for the purpose of study, or for reasons of health.

1. The applicant for a sabbatical leave shall have completed at least seven (7) years of satisfactory service in the Lower Cape May Regional School District.

2. The applicant's request for a sabbatical shall be submitted in writing to the Superintendent no later than March 1st of the school year preceding the year for which said sabbatical is sought.

3. An application for a sabbatical shall set forth the reasons for which said sabbatical is requested. If the sabbatical is requested for reasons of health, the request must be accompanied by a certificate from the attending physician as to the necessity therefore.

4. The Board of Education shall notify the applicant in writing of approval or disapproval of said application for leave not later than the first week of May following the receipt by the Board of the application.

5. Upon receiving permission and upon termination of said leave, the applicant shall resume his service at the opening of the ensuing school year and continue said employment for not less than two (2) additional school years. A contract to this effect shall be signed by the applicant prior to the commencement of the leave.

6. To the extent the applicant receives compensation while on sabbatical leave, the compensation as provided in Paragraph 8 hereinbelow shall be reduced on a dollar for dollar basis.

7. The period of sabbatical leave shall count as regular employment in the school district.

8. An employee granted a sabbatical shall receive one-half (1/2) of his regular salary for said period.

D. Sick Leave Due to Pregnancy Teachers may apply for and be granted sick leave due to pregnancy for a period not to exceed four (4) weeks before and four (4) weeks after delivery of the child. Medical certification shall be required in accordance with NJSA 18A:30-1 Sick Leave et seq. The Board retains the right to have its own physician verify the medical certification. The number of sick leave days taken shall not exceed the number the individual has accumulated.

E. Child Rearing Leave Teachers may apply for and may be granted child rearing leave for the balance of the school year during which the birth of the child occurs. Child rearing leave shall be without pay or benefits. Teachers absent less than 90 school days shall receive an increment the following year upon return and all benefits shall be restored.

ARTICLE XV

SUBSTITUTES

A. Teachers who must be absent from school shall notify the person so designated by the Administration not later than 7:00 A.M. on the day they will be unavailable for work, unless some prior agreed to notification has been set by the involved teachers and the Administration. Once a teacher has reported unavailability, it shall be the responsibility of the Administration to arrange for a substitute.

B. Long term replacement teachers who are expected to work for two months or more or who are filling a vacated position shall be paid at the per diem rate of 1/200th of his or her appropriate classification at Step 1 pro-rated for the period of his or her service.

ARTICLE XVI

PROTECTION OF TEACHERS

A. 1. When absence arises out of or from an assault or injury to a teacher received while acting in the discharge of his/her duties, the teacher shall not forfeit any sick leave or personal leave.

2. Absence because of injury arising out of a teacher's employment shall be compensated in accordance with the provisions of the Workman's Compensation Law and NJSA 18A:30-1 et seq.

B. A school nurse shall be scheduled for the entire school day.

ARTICLE XVII

MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE

A. It is understood that the maintenance of classroom control is considered to be the responsibility of each individual teacher.

B. However, if in the judgment of a teacher, a student is by his/her behavior seriously disrupting the instructional program to the detriment of other students, the teacher may exclude the student from the classroom with a written note, and refer him/her to the next higher authority.

C. Teachers shall be responsible for the supervision and accountability of school property and for school materials assigned to them.

ARTICLE XVIII
INSURANCE PROTECTION

A. The Board of Education will assume the coverage as set forth in the New Jersey Health Benefits Program for the entire family.

B. The Board shall provide to each teacher employment a description of conditions and coverage as listed above.

C. 1. The Blue Cross of New Jersey Prescription Plan, which plan provides a \$1.00 deductible provision, the cost of which will be paid by the participant as follows:

- a. Family unit 50% of the cost
- b. Single member 50% of the cost
- c. Parent & Child 50% of the cost

2. It is agreed and understood that the participant will not make any contribution in excess of the provided herein for each participant in the plan.

D. The Board shall create an account of \$300 for each teacher which shall be for the purpose of reimbursing each teacher for any medical expense by any other insurance provided herein. Beginning 1, 1983, during the life of the Agreement, any medical reimbursement to which a teacher would be entitled does not use in one year will be available for the teacher's use in the following year. Accumulation be limited to one year, or a maximum of \$600.00 in each school year. Receipts shall be submitted to the Secretary of the Board of Education or her designee November 30 and/or May 30. Payment dates shall be or before December 30 and on or before June 30.

ARTICLE XIX

PERSONAL AND ACADEMIC FREEDOM

A. Teachers shall be entitled to full rights of citizenship, and no religious or political activities of any teacher or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such teacher, providing said activities do not violate any local, state or federal law.

B. The Board and the Association agree that academic freedom is essential to the fulfillment of the purpose of the Lower Cape May Regional School District, and they acknowledge the fundamental need to protect teachers from censorship or restraint which might interfere with their obligations to pursue truth in the performance of their teaching functions. Accordingly, they agree as follows:

Teachers shall be guaranteed full freedom in classroom presentations and discussions and may introduce politically, religiously, or otherwise controversial material provided only that said material is relevant to the course content and does not run counter to expressed Board policy.

In performing their official teaching functions, teachers shall be guaranteed full freedom in expressing their personal opinions on all matters relevant to the subject matter of the course they are teaching, provided, however that when they do so they shall make every effort to indicate that they are speaking personally and not on behalf of the school, its Administration, or the Board and subject to Board policy.

ARTICLE XX

BOOKS AND OTHER INSTRUCTIONAL
MATERIALS AND SUPPLIES

A. The Board shall allocate sufficient funds to provide for the purchase and/or replacement of textbooks, library books, instructional materials, supplies, and equipment of sufficient quantity to enable teachers to properly fulfill their teaching responsibilities. Teachers purchasing materials and/or supplies with the advance approval of their Principal or other immediate supervisor shall be reimbursed upon submission of an appropriate receipt of purchase.

B. Teachers shall be a part of all textbook selection.

ARTICLE XXI

AUTHORIZATION
TO DEDUCT ASSOCIATION MEMBERSHIP DUES

NAME _____ SOCIAL SECURITY # _____

SCHOOL BUILDING _____ DISTRICT _____

TO DISBURSING OFFICER _____ BOARD OF EDUCATION:

I hereby request and authorize the above named disbursing officer to deduct from my earnings an amount sufficient to provide for the payment of those yearly membership dues as certified by the organizations indicated in equal monthly payments for all or part of the current school year and for succeeding school years. I understand that the disbursing officer will discontinue such deductions only if I file notice of withdrawal as of January 1 next succeeding the date on which notice of withdrawal is filed. I also agree that upon termination of employment, the disbursing officer shall deduct any remaining amount due for that current school year. I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization, and relieve the Governing Board and all its officers from any liability therefrom.

ARTICLE XXII

MISCELLANEOUS PROVISIONS

A. If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision of application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

B. Any individual contract between the Board and an individual teacher, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlling.

C. Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provision(s) of this Agreement, either party shall do so by contacting either the President of the Association or the President of the Board.

D. 1. Whenever a teacher, administrative, or paid extra-curricular vacancy occurs or a new position is created, within three (3) days after receipt of the official resignation (Schedule D) or designation by the Board that a new position has been created, a Notice shall be given to the President of the Teachers' Association, said Notice stating that such a vacancy exists.

2. Nothing herein contained in this Article precludes the Board from filling any staff vacancy with a person not presently employed in this System. All qualified staff members making application for said vacancy shall be give due consideration.

E. For the puroge of binding the Board of Education, notwithstanding the provisions of ARTICLE XXII, Paragraph D, a vacancy shall not exist until the resignation in the form provided in Schedule D is submitted in proper form and said resignation is formally accepted by the Board of Education.

ARTICLE XXIII

DEDUCTION FROM SALARY

A. 1. I designate the Lower Cape May Regional Education Association to receive dues and distribute according to the organization(s) indicated:

Lower Cape May Regional Education Association _____
Cape May County Education Association _____
New Jersey Education Association _____
National Education Association _____

2. Each of the Associations named above shall certify to the Board, in writing, the current rate of its membership dues. Any Association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.

3. Additional authorization for dues deduction may be received after August 1, under the rules established by the State Department of Education.

4. The filing of notice of a teacher's withdrawal shall be prior to December 1 and become effective to half deduction as of January 1 next succeeding the date on which notice of withdrawal is filed.

B. The Board agrees to deduction from teachers' salaries money for Local, State, and for National Association services and programs as said teacher individually and voluntarily authorizes the Board to deduct and transmit monies promptly to such Association or Associations. Any teacher may have such deductions discontinued at any time upon sixty (60) days written notice to the Board and the appropriate Association.

ARTICLE XXIV

TUITION REIMBURSEMENT

Effective July 1, 1986, any teacher, after two years of service, shall receive reimbursement for up to six (6) credits taken during a contract year (July 1 to June 30) upon taking graduate credits at an accredited college or university in areas of their current teaching assignment or towards a degree program or upon approval by the Superintendent.

To be eligible for reimbursement the teacher must receive a "C" or better. Official transcripts of the grade and proof of tuition cost must be submitted.

Reimbursement pay will be made up to a maximum of \$570.00 per year for tuition and required fees (not including parking fees).

To be reimbursed the teacher must receive approval from the Superintendent prior to the start of the course(s).

ARTICLE XXV

SICK LEAVE REIMBURSEMENT

Teachers who retire from the district and qualify for pension in accordance with the provisions of the Teacher's Pension and Annuity Fund shall be reimbursed for unused sick leave at the rate of 25% of his/her per diem (calculated at 1/200th of annual salary at the time of retirement) rate provided at least ten (10) years of teaching have been completed in the Lower Cape May Regional School District. Payment shall be made within one year from the date on which the teacher informs the district of his/her intention to retire. Payment may be distributed at the retiree's option up to a three year period from the date of retirement. Yearly payments under this option would be made January 30 of each year.

ARTICLE XXVI

DURATION OF AGREEMENT

This Agreement shall be effective as of July 1, 1986 and shall continue in effect until June 30, 1989 and subject to the Association's right to negotiate over a successor Agreement as provided in ARTICLE II. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be signed by their respective Presidents, attested by their respective Secretaries, and their corporate seals to be placed hereon, all on the day and year written below.

LOWER CAPE MAY REGIONAL
EDUCATION ASSOCIATION

Wynne J. Jorgensen
PRESIDENT

Dorothy Lynn Schwartz
SECRETARY

2/13/86
DATE

LOWER CAPE MAY REGIONAL
BOARD OF EDUCATION

Robert D. Danks
PRESIDENT

Jane C. Turkington
SECRETARY

SCHEDULE A
SALARY SCHEDULE

STEP	NON DEGREE & B.A.	BA+15	BA+30	MA	MA+15	MA+30	PHD
1	BASE SALARY	2.3	4.6	6.9	9.2	11.5	13.8
2	4.6	6.9	9.2	11.5	13.8	16.1	18.4
3	9.2	11.5	13.8	16.1	18.4	20.7	23.0
4	13.8	16.1	18.4	20.7	23.0	25.3	27.6
5	18.4	20.7	23.0	25.3	27.6	29.9	32.2
6	23.0	25.3	27.6	29.9	32.2	34.5	36.8
7	27.6	29.9	32.2	34.5	36.8	39.1	41.4
8	32.2	34.5	36.8	39.1	41.4	43.7	46.0
9	36.8	39.1	41.4	43.7	46.0	48.3	50.6
10	41.4	43.7	46.0	48.3	50.6	52.9	55.2
11	46.0	48.3	50.6	52.9	55.2	57.5	59.8
12	50.6	52.9	55.2	57.5	59.8	62.1	64.4
13	55.2	57.5	59.8	62.1	64.4	66.7	69.0
14	59.8	62.1	64.4	66.7	69.0	71.3	73.6
15	64.4	66.7	69.0	71.3	73.6	75.9	78.2
16	69.0	71.3	73.6	75.9	78.2	80.5	82.8

A. Effective July 1, 1986, the base salary for the B.A., Step 1, shall be \$17,050. Effective July 1, 1987 the base salary for the B.A. Step 1 shall be \$18,073., and effective July 1, 1988 the base salary for the B.A. Step 1 shall be \$19,157. All other salaries shall be expressed as a percentage over the base salary as set forth above. If the salary derived by application of the above is less than \$18,500, the salary paid will be \$18,500.

B. It is the mutual intention of the Board and the Association in adopting the percentage salary index as set forth in Article XI to provide with finality a guide which establishes a maximum of steps after which a teacher shall not be eligible for any supplemental salary increase by virtue of moving to a higher step or level.

C. It is the intention of the Board and the Association that the percentage between the steps (4.6%) and between classification (2.3%) and the total number of steps (16) shall not change and shall remain in full force and effect for such period of time that the Association represents the Teachers, as employees of the Board. It being understood that the Board has agreed to the utilization of said guide, only on the basis of the representations as set forth in Schedule A, C, and D herein.

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

1986-87 Salary Guide

STEP	B	B+15	B+30	M	M+15	M+30	PHD
1	17,050	17,442	17,834	18,226	18,619	19,011	19,403
2	17,834	18,226	18,619	19,011	19,403	19,795	20,187
3	18,619	19,011	19,403	19,795	20,187	20,579	20,972
4	19,403	19,795	20,187	20,579	20,972	21,364	21,756
5	20,187	20,579	20,972	21,364	21,756	22,148	22,540
6	20,972	21,364	21,756	22,148	22,540	22,932	23,324
7	21,756	22,148	22,540	22,932	23,324	23,717	24,109
8	22,540	22,932	23,324	23,717	24,109	24,501	24,893
9	23,324	23,717	24,109	24,501	24,893	25,285	25,677
10	24,109	24,501	24,893	25,285	25,677	26,069	26,462
11	24,893	25,285	25,677	26,069	26,462	26,854	27,246
12	25,677	26,069	26,462	26,854	27,246	27,638	28,030
13	26,462	26,854	27,246	27,638	28,030	28,422	28,815
14	27,246	27,638	28,030	28,422	28,815	29,207	29,599
15	28,030	28,422	28,815	29,207	29,599	29,991	30,383
16	28,815	29,207	29,599	29,991	30,383	30,775	31,169

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

1987-1988 Salary Guide

BASE	B	B+15	B+30	M	M+15	M+30	PHD
1	18,073	18,489	18,904	19,230	19,736	20,151	20,567
2	18,904	19,230	19,736	20,151	20,567	20,983	21,398
3	19,736	20,151	20,456	20,983	21,398	21,814	22,230
4	20,567	20,983	21,398	21,814	22,230	22,645	23,061
5	21,398	21,814	22,230	22,645	23,061	23,477	23,893
6	22,230	22,645	23,061	23,477	23,983	24,308	24,724
7	23,061	23,477	23,893	24,308	24,724	25,140	25,555
8	23,893	24,308	24,724	25,140	25,555	25,971	26,387
9	24,724	25,140	25,555	25,971	26,387	26,802	27,218
10	25,555	25,971	26,387	26,802	27,218	27,634	28,049
11	26,387	26,802	27,218	27,634	28,049	28,465	28,881
12	27,218	27,634	28,049	28,645	28,881	29,296	29,712
13	28,049	28,465	28,881	29,296	29,712	30,128	30,543
14	28,881	29,296	29,712	30,128	30,543	30,959	31,375
15	29,712	30,128	30,543	30,959	31,375	31,790	32,206
16	30,543	30,959	31,375	31,790	32,206	32,622	33,037

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

1988-1989 Salary Guide

BASE	B	B+15	B+30	M	M+15	M+30	PHD
1	19,157	19,598	20,038	20,479	20,919	21,360	21,801
2	20,038	20,479	20,919	21,360	21,801	22,241	22,682
3	20,919	21,360	21,801	22,241	22,682	23,123	23,563
4	21,801	22,241	22,682	23,123	23,563	24,004	24,444
5	22,682	23,123	23,563	24,004	24,444	24,885	25,326
6	23,563	24,004	24,444	24,885	25,326	25,766	26,207
7	24,444	24,885	25,326	25,766	26,207	26,647	27,088
8	25,326	25,766	26,207	26,647	27,088	27,529	27,969
9	26,207	26,647	27,088	27,529	27,969	28,410	28,850
10	27,088	27,529	27,969	28,410	28,850	29,291	29,732
11	27,969	28,410	28,850	29,291	29,732	30,172	30,613
12	28,850	29,291	29,732	30,172	30,613	31,054	31,494
13	29,732	30,172	30,613	31,054	31,494	31,935	32,375
14	30,613	31,054	31,494	31,935	32,375	32,816	33,257
15	31,494	31,935	32,375	32,816	33,257	33,697	34,138
16	32,375	32,816	33,257	33,697	34,138	34,578	35,019

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

SCHEDULE "C"

Athletic, High School

Title	(1-3)	(4-6)	(7+)
Athletic Director			
1987	2700	2850	3000
1988 & 1989	2862	3021	3180
Athletic Business Manager			
1987	1580	1730	1880
1988 & 1989	1675	1834	1993
Athletic Equipment Manager			
1987	1442	1592	1742
1988 & 1989	1529	1688	1847
Football, Head Coach			
1987	2307	2457	2607
1988 & 1989	2445	2604	2763
Football, Assistant Coach			
1987	1344	1494	1644
1988 & 1989	1425	1584	1743
Boys' Basketball, Head Coach			
1987	2307	2457	2607
1988 & 1989	2445	2604	2763
Boys' Basketball, Assistant Coach			
1987	1344	1494	1644
1988 & 1989	1425	1584	1743
Girls' Basketball, Head Coach			
1987	2307	2457	2607
1988 & 1989	2445	2604	2763
Girls' Basketball, Assistant Coach			
1987	1344	1494	1644
1988 & 1989	1425	1584	1743
Wrestling, Head Coach			
1987	2307	2457	2607
1988 & 1989	2445	2604	2763
Wrestling, Assistant Coach			
1987	1334	1494	1644
1988 & 1989	1425	1584	1743

Title	(1-3)	(4-6)	(7+)
Athletic Trainer			
1987	3900	4050	4200
1988 & 1989	4134	4293	4452
Baseball, Head Coach			
1987	2077	2227	2377
1988 & 1989	2202	2361	2520
Baseball, Assistant Coach			
1987	1228	1378	1528
1988 & 1989	1302	1461	1620
Softball, Head Coach			
1987	2077	2227	2377
1988 & 1989	2202	2361	2520
Softball, Assistant Coach			
1987	1228	1378	1528
1988 & 1989	1302	1461	1620
Boys' Track, Head Coach			
1987	2077	2227	2377
1988 & 1989	2202	2361	2520
Boys' Track, Assistant Coach			
1987	1228	1378	1528
1988 & 1989	1302	1461	1620
Girls' Track, Head Coach			
1987	2077	2227	2377
1988 & 1989	2202	2361	2520
Girls' Track, Assistant Coach			
1987	1228	1378	1528
1988 & 1989	1302	1461	1620
Golf, Head Coach			
1987	1484	1634	1784
1988 & 1989	1573	1732	1891
Field Hockey, Head Coach			
1987	1484	1634	1784
1988 & 1989	1573	1732	1891
Field Hockey, Assistant Coach			
1987	958	1108	1258
1988 & 1989	1015	1174	1333
Boys' Tennis, Head Coach			
1987	1484	1634	1784
1988 & 1989	1573	1732	1891

Title	(1-3)	(4-6)	(7+)
Boys' Tennis, Assistant Coach			
1987	958	1108	1258
1988 & 1989	1015	1174	1333
Girls' Tennis, Head Coach			
1987	1484	1634	1784
1988 & 1989	1573	1732	1891
Girls' Tennis, Assistant Coach			
1987	958	1108	1258
1988 & 1989	1015	1174	1333
Cross Country, Head Coach			
1987	1485	1634	1784
1988 & 1989	1513	1732	1891
Soccer, Head Coach			
1987	1484	1634	1784
1988 & 1989	1513	1732	1891
Soccer, Assistant Coach			
1987	958	1108	1258
1988 & 1989	1015	1174	1333
Swim Club			
1987	800	950	1100
1988 & 1989	848	1007	1166
Surf Club			
1987	800	950	1100
1988 & 1989	848	1007	1166
Cheerleading, Head Coach			
1987	1153	1303	1453
1988 & 1989	1222	1381	1540
Cheerleading, Assistant Coach			
1987	923	1073	1223
1988 & 1989	978	1137	1296

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

SCHEDULE "C"

Athletic, Teitelman School

ALL COACHES AS LISTED:

Basketball, Boys'
Basketball, Girls'
Baseball
Cheerleading, Head coach
Field Hockey
Gymnastics
Soccer
Softball
Track, co-ed
Wrestling

Title	(1-3)	(4-6)	(7+)
As above			
1987	1038	1188	1338
1988 & 1989	1100	1259	1418

Wrestling, Assistant Coach			
1987	625	775	925
1988 & 1989	663	822	981

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

SCHEDULE "C"

Non-Athletic, High School

Title		(1-3)	(4-6)	(7+)
Non-Certified Dept				
Chairpersons	1987	980	1130	1280
	1988 & 1989	1039	1198	1357
Marching Band				
	1987	1731	1881	2031
	1988 & 1989	1835	1994	2153
Marching Band				
Assistant	1987	923	1073	1223
	1988 & 1989	978	1137	1296
Jazz Band				
	1987	750	900	1050
	1988 & 1989	795	954	1113
Traveling Choir				
	1987	577	727	877
	1988 & 1989	612	771	930
Summer Band				
	1987	1384	1534	1684
	1988 & 1989	1467	1626	1785
Student Council				
	1987	923	1073	1223
	1988 & 1989	978	1137	1296
Yearbook				
	1987	1499	1649	1799
	1988 & 1989	1589	1748	1907
School Paper				
	1987	1124	1274	1424
	1988 & 1989	1191	1350	1509
School Play				
	1987	1731	1881	2031
	1988 & 1989	1835	1994	2153
Stage Crew				
Manager	1987	980	1130	1280
	1988 & 1989	1039	1198	1357

Title		(1-3)	(4-6)	(7+)
Class Advisors				
(9-10)	1987	692	842	992
	1988 & 1989	734	893	1089
Class Advisor				
(11)	1987	865	1015	1165
	1988 & 1989	917	1076	1235
Class Advisor				
(12)	1987	1038	1188	1338
	1988 & 1989	1100	1259	1418
Yearbook				
Business	1987	923	1073	1223
Manager	1988 & 1989	978	1137	1296
Literary				
Magazine	1987	462	612	762
	1988 & 1989	490	649	808
National				
Honor	1987	289	439	589
Society	1988 & 1989	306	465	624

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

Following Schedule "C" positions and salaries were approved at the October 23, 1986 board of education meeting and are to be incorporated into the contract with the Lower Cape May Regional Education Association for the years 1986-1989.

	(1-3)	(4-6)	(7+)	Year
Fall play director	800.00	950.00	1100.00	1986-87
	848.00	1007.00	1166.00	1987-89
School store adviser	400.00	550.00	700.00	1986-87
	424.00	583.00	742.00	1987-89

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

SCHEDULE "C"

Non-Athletic, Teitelman School

Title	(1-3)	(4-6)	(7+)
Department Heads			
1987	980	1130	1280
1988 & 1989	1039	1198	1357
Band Director			
1987	800	950	1100
1988 & 1989	848	1007	1166
Talent Show			
1987	577	727	877
1988 & 1989	612	771	930
Environmental Director			
1987	923	1073	1223
1988 & 1989	978	1131	1296
Environmental Assistant			
1987	462	612	762
1988 & 1989	490	649	808
School Play			
1987	1067	1217	1367
1988 & 1989	1131	1290	1449
Student Council			
1987	923	1073	1223
1988 & 1989	978	1137	1296
School Paper			
1987	1124	1274	1424
1988 & 1989	1191	1350	1509

SCHEDULE D

LOWER CAPE MAY REGIONAL SCHOOL DISTRICT

CAPE MAY, NEW JERSEY

RESIGNATION

TO: Lower Cape May Regional Board of Education

SUBJECT:

This letter is to serve as formal notice of my
resignation as _____
from the Lower Cape May Regional School District effective
_____, 19____.

Signature of Resignee

I certify that this Resignation was
submitted to the Superintendent and
executed on _____, 19____,
before me _____
who witnessed same.

Signature of Resignee

Signature of witness

SCHEDULE E
GRIEVANCE FORM

Level of Grievance:

Level One

Aggrieved Party or Representative

Date of Submission

Building Principal

Level Two

Aggrieved Party or Representative

Date of Submission

Superintendent of Schools

Level Three

Aggrieved Party or Representative

Date of Submission

Board Secretary for the Board

Level Four: Notification of submission of grievance to
Arbitration

Aggrieved Party or Representative

Date of Notification

Board Secretary for the Board

Notification of petition to submit grievance to Arbitration

Aggrieved Party or Representatives

Date Copy Received

Board Secretary for the Board

GRIEVANCE FORM

A. Statement of Grievance:

B. Time when, place where, events surrounding Grievance:

C. Basis of Grievance:

D. Redress:

E. Signature of Aggrieved Party:

F. Steps of Grievance and Outcome:
(Written decisions to be attached)